



Dormansland Parish Council

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MINUTES OF A MEETING OF DORMANSLAND PARISH COUNCIL HELD ON WEDNESDAY 7 APRIL 2021 AT 7.30pm VIA ZOOM CONFERENCE PLATFORM

This meeting was held remotely, as permitted by emergency legislation introduced on 6th April 2020 in response to the ban on public gatherings to reduce the transmission of the Corona Virus – COVID-19 which was declared a global pandemic by WHO on 11th March

The Chairman opened the meeting introducing Councillor Cheryl Roux, our new parish councillor.

1 Participating

Councillor Maureen Young (Chairman)
Councillor Harry Fitzgerald (Vice Chairman)
Councillor David Bright
Councillor Guy Kaiser-Davies
Councillor Susan Calamassi
Councillor Clive Robinson
Councillor Cheryl Roux

Also participating: County and District Councillor Lesley Steeds, District Nicholas White, the Clerk and 3 members of the public.

2 Apologies for absence

No apologies were received.

3 Declarations of Interest

Councillor Fitzgerald declared a historical interest in agenda item 7.1 as he had been a Trustee in 2018/19.

4 Members **approved** minutes of the 234th meeting held on Wednesday 3 March 2021 previously circulated to all members. These were signed as a true and accurate record (after the meeting).

5 Members **approved** minutes of the Planning Committee Meeting held on Wednesday 24 March 2021 previously circulated to all members. These were signed as a true and accurate record (after the meeting).

6 To receive reports from County and District Councillors

Due to the current pre-election period Councillors only provided a limited report.

Councillor Steeds reported:

SCC were pleased with number of Covid -19 vaccinations being carried out. At district level the resurfacing along Hollow Lane had been completed. The work took slightly longer than planned but the end result was satisfactory.

Councillor White reported:

Councillor White had no report.

He asked the Chairman whose decision it was to inform the police and TDC about a Facebook article from "ConCerned". The Chairman reported that the PC had no proof of who the individual was because they had not disclosed their name however, content within the email contained criminal allegations and it was agreed that the email should be sent to the police and the Monitoring Officer at TDC. The Chairman confirmed members of the PC agreed that this was an appropriate course of action to take. The Chairman also confirmed that the PC had not accused any individual of writing such email.

7 Dormansland Memorial Hall

7.1 To receive updates on the Memorial Hall.

The Parish Council had received their legal advice and a copy of the questions and answers were sent to the Residents Group. The PC were in the process of getting further clarification on a couple of questions and also trying to arrange a meeting with Mr Mills in the next few weeks.

The PC noted that they had received a number of Freedom of Information Requests and would ask that residents think very carefully about the information they are requesting from the Parish Council before submitting them. It was explained that the process could be time consuming and a cost to the PC in delaying routine council duties being completed. The Chairman asked that residents please look at alternative ways in obtaining information before submitting requests to the Parish Council eg. By contacting the Trustees of the Memorial Hall directly.

THE CHAIRMAN TO SUSPEND THE MEETING

8 Public Question Time

8.1 There were no public questions.

THE MEETING TO BE RE-OPENED

9 Chairman's Comments

The Parish Council reported they had recently received a copy of an email from an individual calling themselves "ConCerned". Due to the nature of the allegations made, this email was forwarded to the Monitoring Officer at Tandridge District Council and to Surrey Police.

10 Clerk's Report

The Clerk reported on the following actions from last month's meeting:

- The Clerk sent members a further email regarding the Befriending Scheme together with an invitation from the TVA to discuss this scheme in further detail on 2 June 2021.
- 20s plenty – The Clerk contacted Surrey Highways and sent members Surrey's policy for setting local speed limits. This will need reviewing and for further discussion. Members suggested this be included in the village consultation.
- Contacted SALC who were going to contact all members to see if other parishes had carried out village consultations and what consultants they could recommend.
- The website company have confirmed the team are going through the site to make further update with a view to training and going live very soon. They will also be arranging councillor emails.
- GACC – The Clerk noted that prior to her retirement from Gatwick, Jane Vogt had recommended the PC withdraw their support for GACC. Councillor Kaiser-Davies confirmed he is currently reviewing this but hasn't come to a decision yet as to what his recommendation will be to the Parish Council.

11 Village Environment, Highways and Infrastructure

11.1 To receive any updates on highways issues.

It was noted that the spring sweep in the village took place last week. Surrey had been to look at the drainage on the footpath from The Platt to the station and had concluded it needs upgrading. This had been passed on to the relevant department to look at the drainage there.

11.2 To consider replacement flag at Newhache green.

Members noted that the flag on the green at Newhache was looking extremely tatty and should be replaced.

RESOLVED: Members agreed to replace the flag.

ACTION: Clerk to obtain quotes for approval by members.

12 Reports from representatives on outside bodies

12.1 Gatwick Airport – To receive any updates from Councillor Mr Kaiser-Davies.

Councillor Kaiser-Davies thanked Jane Vogt for the support she had provided on Gatwick especially the varying issues around noise and night flights as well as the number of forums she sat on representing Dormansland Parish. Councillor Kaiser-Davies would be looking to take over the role and responsibilities and would be connecting with various stakeholders over the next few weeks. He was attending a meeting on 8 April with the CAGNE PC Forum to discuss 3 key topics and guest speakers from air traffic control talking around what was happening with redesigning the airspace. A consultation would be opening around August/September in relation to Gatwick's plan to build the emergency runway and using it as a second runway. The PC responded to part 1 of the Government's night flight consultation. The deadline for the second part of that consultation was scheduled for 31 May 2021.

12.2 Lingfield Library – To receive any updates.

No updates received.

13 Dormansland Diamonds/Neighbourhood Watch

13.1 To receive any updates from Councillor Robinson.

Dormansland Diamonds - Councillor Robinson reported that the Dormansland Diamonds were continuing to support the village. They had recently supported a delivery of care packs to East Surrey's maternity ward and scrubs to Worthing Hospital for the children's ward. They had received a number of calls for the sewing team from outside the area and were happy to do that. The Diamonds had applied to become a charity and the Charity Commission were in the process of reviewing their application which had been resubmitted. The Dormansland Diamonds believe they should continue their good work beyond the pandemic and helping the village generally. They had stopped taking food donations and were looking to help families with next steps beyond the pandemic and how to get them back on their own two feet.

Neighbourhood Watch – There were 6 schemes in place covering 9 roads in the village itself. Dormans Park were covered separately. Three new people have shown an interest in covering other roads and Councillor Robinson will be liaising with them. The key areas missing a coordinator are the High Street and Hollow Lane both of which appear to be targeted areas. There was a recent burglary in Hollow Lane which was reported to the police. Councillor Robinson was going to put something separate in the Village Voice so it stands out from the PC's submission.

13.2 To discuss the need for CCTV in the parish.

Due to recent crime in the village the PC understood there was talk amongst residents about CCTV in the village. Members felt that more investigation needed to be done about installing CCTV and would include this in the village consultation. It was agreed that it maybe beneficial for a Design Out Crime Officer (DOCO) to come and talk to the PC to understand all sides of the dynamic. Councillor Robinson reported that Smallfield and Burstow had very good and successful results from their CCTV however Bletchingly who also invested in CCTV reported that the crime just moved elsewhere in the village.

Members agreed it was important to ask residents if they really want money spent on quite a costly scheme and that we should get information from Surrey Police in terms of what was appropriate and whether it serves any major purpose.

ACTION: Include CCTV as part of the village consultation.

14 Party in the Park

14.1 Considering an event in the Recreation Ground after Covid restrictions are lifted.

The Chairman reported that over the past few years the Parish Council had put on several events in the Recreation Ground and last year's VE Day celebrations had to be cancelled. Members agreed that this was a good idea but due to Covid restrictions this year wasn't the appropriate time to be arranging such a large event. People were still hesitant and it was risky.

RESOLVED: Members agreed to review this in 2022.

15 Grant Applications

15.1 Kent Air Ambulance were requesting a grant for funding towards vital equipment including 2 new ventilators. The grant request is for £500 or whatever the PC could give.

RESOLVED: Members approved a grant for the full amount of £500 to Kent Air Ambulance towards 2 new ventilators.

ACTION: Clerk to arrange payment.

16 Accounts/Finance

16.1 **Members approved** cheques for payment.

200406	HM Revenue and Customs (Tax due to HMRC)	£676.97
200407	Lisa Liggins - Salary	£1,198.14
200408	Lisa Liggins - Office Expenses (ink cartridges x 3, BT Bill)	£139.90
200409	Lisa Liggins - Clerk's Expenses (mileage)	£35.10
200410	Kent, Surrey & Sussex Air Ambulance Trust	£500.00
BACS	The Surrey Pension Fund (Employer Pension Contributions)	£341.65
200411	Surrey ALC Limited (SALC and NALC Subscriptions for 2021/22)	£1,090.85

16.2 **Members noted** the bank reconciliation and cash books for March 2021.

Balance per Bank Statement as at 31 March 2021			
	HSBC Community Account		36,820.69
	HSBC BMM Account		36,337.86
Less unrepresented cheques as at 31 March 2021			
200387			-500.00
200405			-47.88
			<u>72,610.67</u>

The net balances reconcile to the Cash Book (receipts and payments) account for the month, as follows:-						
CASH BOOK						
Opening Balance					75,276.70	
<i>Add: Receipts</i>						
Interest					0.28	
<i>Less: Payments</i>					(2,666.31)	
					<u>72,610.67</u>	

16.3 **RESOLVED: Members approved** the Risk Assessment for 2021/22. Councillor Robinson suggested a minor change to incorporate BACS alongside cheque payment risk. **ACTION:** Clerk to update.

16.4 **RESOLVED: Members approved** the financial accounts for the year ending 31st March 2021.

17 Information for Councillors (for noting or inclusion on future agenda)

18 Meetings and Training

18.1 Members discussed changing Full Council meetings from monthly to bi-monthly. Members felt that open surgeries should be carried out in the months where there were no meetings and to arrange these as soon as restrictions had been lifted. This would give residents improved contact with the Council and a chance to raise any concerns.

RESOLVED: Members agreed to hold Full Council meetings bi-monthly. Going forward for 2021 meetings would be held in May, July, September and November.

Councillor Roux abstained from voting. She felt there was currently a lot on the agenda and not sure how residents would feel about it and whether it would work squeezing agenda items into 2 months.

18.2 **Members noted** the Annual Meeting of the Parish Council would be held via Zoom on Wednesday 5 May 2021 at 7pm followed by Full Council at 7.30pm.

18.3 **Members noted** the Meeting of the Planning Committee would be held via Zoom on Wednesday 21 April 2021 at 7.30pm.

18.4 **Members noted** the Annual Parish Assembly would be held via Zoom on Wednesday 28 April 2021 at 7.30pm.

Meeting closed: 8.20pm

Signed as a correct record:

Dated: